

## **2016 TINNER HILL BLUES FESTIVAL**

### **VENDOR APPLICATION AND CONTRACT**

**WHAT:** Annual Tinner Hill Blues Festival  
**WHEN:** Saturday, June 11 from 1–8pm RAIN OR SHINE  
**WHERE:** Cherry Hill Park; near Route 7 and Route 29  
223 Little Falls Street, Falls Church, VA 22046

**APPLICATION DEADLINE: Monday, May 16, 2016**

#### **VENDOR STIPULATIONS:**

- ❖ All spaces and set-up times will be assigned and **set-up times are firm. Please note booth size.**
- ❖ **Vendors must stay in their assigned space, which includes use of tents.** Vendors shall not sublet any part of their space or use any aisle space. Vendors are responsible for clean up of their area including any trash. Water and oils are to be taken offsite by vendor to be disposed of properly.
- ❖ Vendors must stay for the entire duration of the festival and may not leave the booth unattended during the show hours, except for short periods. Vendors are not permitted to disassemble their booth prior to 8pm.
- ❖ Upon conclusion of the festival, all vendors must quickly pack up their area and exit the festival area.
- ❖ Vendors must provide their own display items, tables, chairs and tent (if desired.)
- ❖ Food vendors must meet Fairfax County Health Department regulations for temporary food service establishments. For a copy of the guidelines or for questions, call (703) 246-2444.
- ❖ Tax identification numbers are required of all vendors. For tax questions, contact the Virginia Department of Taxation at (804) 367-8037. Vendors are responsible for the licenses and taxes related to their sales.
- ❖ Selling of spray snow, "neige magic", silly string, "snap-its" or related items are prohibited. In addition, flea market and resale items are also prohibited. All items for sale must be **legal goods**. No fraudulent or counterfeit items that violate copyright laws will be permitted.
- ❖ Baked goods are to be sold by food vendors only.
- ❖ **No vending outside of your assigned booth area is permitted.**
- ❖ No vehicles are permitted in the festival area where civic, artisans and merchants set up. Vehicles are permitted for unloading for food vendors only. Vehicles must be moved before the start of the event.
- ❖ Electricity and water are NOT provided.
- ❖ Event organizers reserve the right to limit the number of vendors per category, **but exclusivity of items is not guaranteed. This is an application only. It does not guarantee acceptance.**
- ❖ The Tinner Hill Heritage Foundation and The City of Falls Church reserve the right to remove any item from display that does not meet guidelines.
- ❖ The Tinner Hill Heritage Foundation and The City of Falls Church will not accept responsibility for any financial commitments and/or obligations undertaken by an individual or organization and will not be responsible for lost, stolen or damaged items. You must provide your own insurance.
- ❖ No refunds or transfers.
- ❖ Confirmation materials with specific details and maps will be mailed to you in early June.

#### **TO APPLY:**

1. Complete the attached form.
2. Enclose a check or money order made payable to "Tinner Hill Heritage Foundation."
3. **Enclose a self-addressed stamped envelope.**
4. Mail to: Falls Church Recreation and Parks Division **OR** Email to: [cmadison@fallschurchva.gov](mailto:cmadison@fallschurchva.gov)  
Special Events  
223 Little Falls Street  
Falls Church, VA 22046-4304  
(703) 248-5199 Fax: (703) 536-8150

**Applications can also be found at [www.fallschurchva.gov/vendorinfo](http://www.fallschurchva.gov/vendorinfo)**

# 2016 TINNER HILL BLUES FESTIVAL

ORGANIZATION NAME: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_

COMPLETE MAILING ADDRESS: \_\_\_\_\_

\_\_\_\_\_  
ZIP: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

TELEPHONE NUMBERS: PRIMARY: (\_\_\_\_) \_\_\_\_\_ ALTERNATE: (\_\_\_\_) \_\_\_\_\_

STATE SALES TAX REGISTRATION NUMBER: \_\_\_\_\_

DETAILED DESCRIPTION OF **ALL ITEMS** TO BE SOLD AND/OR DISTRIBUTED:

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## BOOTH TYPES, SIZES AND FEES: (CHECK ONE)

\_\_\_\_ CIVIC: Civic/non-profit organization (501(c) 3 status)  
10' (width) x 10' (depth) = \$55

\_\_\_\_ ARTIST/CRAFTER: All items handmade **by the vendor**  
10' (width) x 10' (depth) = \$155

\_\_\_\_ BUSINESS: Including handmade items not made by the vendor  
10' (width) x 10' (depth) = \$205

\_\_\_\_ HOME IMPROVEMENT COMPANIES: 10' (width) x 10' (depth) = \$310

\_\_\_\_ FOOD\*: 10' (width) x 10' (depth) = \$255  
Are you bringing a food truck to serve from? \_\_\_\_ Yes \_\_\_\_ No If yes, size \_\_\_\_\_

\* All Food Vendors are required to contribute at least ten (10) complimentary meals to be used to feed event volunteers. Please list the number of volunteer meals you are willing to provide \_\_\_\_\_. Thank you!

## Method of Payment:

Check or Money Order (made payable to **Tinner Hill Heritage Foundation**)

## ENCLOSE A SELF-ADDRESSED, STAMPED ENVELOPE

**MAIL TO:** FALLS CHURCH RECREATION AND PARKS DEPARTMENT  
SPECIAL EVENTS  
223 LITTLE FALLS STREET  
FALLS CHURCH, VA 22046-4304  
PHONE: (703) 248-5077 FAX: (703) 536-8150

**EMAIL TO:** [cmadison@fallschurchva.gov](mailto:cmadison@fallschurchva.gov)

I HAVE READ THE VENDOR STIPULATIONS AND AGREE TO ABIDE BY THEM. ANY VENDOR FOUND IN VIOLATION WILL BE ASKED TO CLOSE THEIR BOOTH AND WILL FORFEIT ALL FEES PAID.

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

## OFFICE USE ONLY=====

CATEGORY: \_\_\_\_\_ DATE RECEIVED: \_\_\_\_\_ PAID: \$ \_\_\_\_\_ BOOTH #: \_\_\_\_\_ SET-UP TIME: \_\_\_\_\_